

Application Serial No. 09/825,270  
Attorney Docket No. 60001.0004US01/MS150898.1  
Amendment Under 37 C.F.R. 1.116

1. (Currently amended) A computer-implemented method for automating a document review cycle involving an author of an original document and a reviewer, the method comprising the steps of:

receiving an indication that the original document is to be sent from the author to the reviewer;

in response to the indication that the original document is to be sent to the reviewer:

displaying a first set of author reviewing tools,

associating an email note with the original document,

associating a first Review Cycle Identification Number (RCID) with the original document,

storing the first RCID in a configuration file, and

sending the email note to the reviewer;

receiving a reply email from the reviewer to the author, the reply email associated with a reviewed document;

comparing a second RCID associated with the reviewed document to the first RCID in the configuration file; and

in response to a determination that the second RCID matches the first RCID, displaying a second set of author reviewing tools;

wherein the second set of author reviewing tools includes at least one tool that is separate and distinct from the first set of author reviewing tools.

2. (Original) A computer readable medium having stored thereon computer-executable instructions for performing the method of claim 1.

3. (Original) The method of Claim 1, wherein the step of associating the email note with the original document, comprises attaching a duplicate of the original document to the email note, prior to sending the email note to the reviewer.

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4. (Original) The method of Claim 1, wherein the step of associating the email note with the original document, comprises adding a link to the email note, the link identifying the location of the original document.
5. (Original) The method of Claim 1, wherein the original document contains a first Review Cycle Identification Number (RCID).
6. (Original) The method of Claim 1, further comprising the step of adding a default data to the email note, wherein the default data includes an instruction to the reviewer to review the original document.
7. (Original) The method of Claim 3, further comprising the steps of adding an author's name and an author's email address to the duplicate document.
8. (Original) The method of Claim 3, further comprising the steps of adding an Email Identification Number (EntryID) and a Store Identification Number (StoreID) to the duplicate document, the EntryID and the StoreID operative to identify the email note.
9. (Original) The method of Claim 1, wherein the RCID is generated by encoding an author identification number and an original document identification number into a single value.

Claims 10-22 (Canceled)